



Transaction Privilege Tax Changes and News

This publication is an informational notice included with the March 2004 Transaction Privilege Tax Return.

TOWN OF ORO VALLEY

Effective May 1, 2004: On February 18, 2004 the Mayor and Town Council of the Town of Oro Valley passed ordinance number (O) 04-08. Ordinance (O) 04-08 increases the Oro Valley Town Privilege Tax on Construction Contracting Section 415, 416 and 417 from **2% to 4%**. The tax on Construction Contracting shall be reported using **OR004**.

This increase imposed by ordinance (O) 04-08 shall not apply to construction contracts entered into prior to the effective date of the ordinance. Pre-existing contracts should be reported using **OR008** at a rate of **2%**.

Department of Revenue Telephone Numbers & Web addresses:

Individual and Corporate Income Tax:(602) 255-3381

Toll-free from area codes 520 and 928:(800) 352-4090

Transaction Privilege Use, Withholding Tax, Licensing:(602) 255-2060

Toll-free from area codes 520 and 928:(800) 843-7196

Hearing Impaired TDD User:(602) 542-4021

Toll-free from area codes 520 and 928:(800) 397-0256

To order forms by phone:(602) 542-4260

Forms by fax:(602) 542-3756

Forms and instructions are also available on our website at: www.revenue.state.az.us

Businesses can now register, file and pay online at: www.AzTaxes.gov



RELAX

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go to www.aztaxes.gov for more information

AZTAXES.GOV REGISTRATION TIPS

For those who are thinking about using the AzTaxes website to register a business, we offer the following tips to make your registration a simpler process:

- Primary address (physical location) cannot be a PO Box.
- Audit Record location must be a physical location, no PO Boxes.
- Signature document must be signed by individuals legally responsible for the business.
- When registering for a TPT license, payment must accompany the signature card.
- If you do not know your NAICS code, provide a complete business description and one will be assigned to you.
- If you are not sure of the class code to use, one will be assigned from your business description, so be as descriptive as possible.
- When calling about the status of your license you can reference the Document Locator Number at the bottom of your signature card, the reference number from your confirmation e-mail, your EIN, or your SSN.
- Contractors cannot apply on-line because they may need a bond.
- After completing the online registration process, your signature card cannot be processed until the next business day.
- Your registration cannot be completed and license issued until we receive your signature document and registration fees.
- If you have an active, existing business, register to use AZ Taxes; otherwise, use the New Business Registration process to complete a Joint Tax Application (AzTaxes registration is one step in the process).

In order to avoid problems downloading and printing documents from the AzTaxes website, please keep the following in mind:

- Ensure that your computer has Adobe Acrobat Reader version 5.0 or later installed. If you have an earlier version installed, please download and install the latest version of Reader from the Adobe website at www.adobe.com/products/acrobat/readstep2.html .
- Change your browser's security settings to allow pop-up windows or temporarily disable any pop-up blocker software you may have running while browsing the AZTaxes.gov website.
- If you have a firewall on your network or a software firewall installed on your computer, please configure it to allow downloads from the AZTaxes.gov domain.

Some additional information regarding business registrations in general:

- Husband and wife are considered sole proprietorships and not partnerships; that is, unless they have registered as a partnership with the Secretary of State.
- Your Federal EIN is your Department of Revenue withholding number however you must still be registered with the Department of Revenue to ensure that payments are properly applied.